

REQUEST FOR QUOTATION  
BIDS TO BE SUBMITTED TO:  
DEPARTMENT OF PURCHASES  
27 WEST MAIN STREET, ROOM 401  
NEW BRITAIN, CT 06051

Bid No. 3552Issued: June 4, 2010Page 1 of 18 Pages

Sealed bids, subject to the conditions set forth on the second page hereof, will be received by the City Purchasing Agent until the time and date set forth. In compliance with all of the conditions hereof, the Bidder, whose name appears hereon, offers and agrees to furnish and deliver to the destination all of the commodities and/or services against which prices are quoted.

Prices Quoted Must be F.O.B. City Yard, 55 Harvard Street.New Britain, CTDate of Bid Opening June 25, 2010 Time 11:00 AM

Delivery Required: \_\_\_\_\_

Jack Pieper  
Purchasing Agent

**Amount of Bid Bond 10% Bid Bond required**Bid No. 3552

Date Submitted \_\_\_\_\_

Delivery: \_\_\_\_\_ days after receipt of order

Terms: Cash Discount \_\_\_\_\_ % 30 Days

Net Cash \_\_\_\_\_ Days

Bidder \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_

Signature and Title

(Printed name of signer)

Bidder's Telephone Number \_\_\_\_\_

Bidder's Email Address \_\_\_\_\_

ITEM NO.	DESCRIPTION OF COMMODITIES AND/OR SERVICES	PRICING
1.	<p><b>FURNISH AND DELIVER RECYCLE CARTS</b></p> <p><b>****PLEASE SUBMIT BIDS IN DUPLICATE****</b></p> <p>Duration of the Bid Price (How long will bid price be held for) Number of Days? _____</p> <p>THE FOLLOWING MUST BE EXECUTED/COMPLETED AND RETURNED:</p> <p>1. Form Pur. 1 (Request for Quotation). 2. Notices to Prospective Bidders, Pages 7-10.</p> <p><u>BIDS WILL NOT BE ACCEPTED AFTER THE STATED BID OPENING DATE AND TIME.</u></p> <p>PLEASE NOTE THAT BIDS SUBMITTED CANNOT BE FAXED OR E-MAILED.</p>	<p><b>PLEASE COMPLETE PAGES 6 –13 (Bid Pricing Form Page 14)</b></p>

**IMPORTANT - READ CAREFULLY BEFORE MAKING BID: CONDITIONS, BID TERMS AND INSTRUCTIONS**  
**CITY OF NEW BRITAIN CONNECTICUT -DEPARTMENT OF PURCHASES**

1. All bids must be submitted on and in accordance with this form. If more space is required to furnish a description of the commodities and/or services offered or delivery terms, the Bidder may attach a letter hereto which will be made a part of the bid. All bids must be submitted in duplicate in sealed envelopes clearly identified with the appropriate bid number.
  2. Bids and amendments thereto, or withdrawal of bids submitted, if received by the City after the date and time specified for bid opening, will not be considered. If any person contemplating the submission of a bid on this invitation is in doubt as to the true meaning of any part of the specifications, plans or other documents, he should submit a written request for an interpretation thereof to the City Purchasing Agent at least 10 days prior to scheduled bid opening. An interpretation of the bid invitation documents will be made only by addendum duly issued to each person receiving a bid invitation and/or holding plans. The City of New Britain will not be responsible for explanations or interpretations of bid invitation documents except as issued in accordance herewith. Note regarding addenda: Addenda shall be mailed via certified mail to all vendors listed on the City's list of plan holders. Addenda will be made available to those vendors downloading specifications from a website at that same website.
  3. Prices should be stated in units of quantity specified, with packing and delivery to destination and all other incidental charges included.
  4. The time of proposed delivery must be stated in definite terms. If time of delivery for different commodities varies, the Bidder shall so state.
  5. Samples, when requested, must be furnished free of expense to the City, and if not destroyed, will, upon request, be returned at the Bidder's risk and expense.
  6. Price Quotations must be stated in units of quantity specified, show unit pricing, include packing and delivery to destination and all other incidental charges included in the grand total price or bid may be rejected. In case of error in the extension of prices, the unit price shall govern.
  7. Unless qualified by the provision "NO SUBSTITUTE", the use of the name of a manufacturer, brand, make or catalog designation in specifying an item does not restrict Bidders to the manufacturer, brand, make or catalog designation identification. This is used simply to indicate the character, quality and/or performance equivalence of the commodity desired, but the commodity on which bids are submitted must be of such character, quality and/or performance equivalence that it will serve the purpose for which it is to be used equally as well as that specified. In submitting bids on a commodity other than as specified, Bidder shall furnish complete data and identification with respect to the alternate commodity he proposes to furnish. The City reserves the right to make final determination of equivalency.
- Consideration will be given to bids submitted on alternate commodities to the extent that such action is deemed to serve best the interests of the City. If the Bidder does not indicate that the commodity he proposed to furnish is other than specified, it will be construed to mean that the Bidder proposes to furnish the exact commodity described.
8. Bidder declares that the bid is not made in connection with any other Bidder submitting a bid for the same commodity or commodities, and that the bid is bona fide and is in all respects fair and without collusion or fraud. Abstracts of bids received are prepared for distribution by the Department of Purchases.
  9. Award will be made to the lowest responsible qualified Bidder, who shall be determined in accordance with and pursuant to Section 2-578, inclusive of the Purchasing Ordinances City of New Britain. The quality of the articles to be supplied, their conformity with the specifications, their suitability to the requirements of the City, and the delivery terms will be taken into consideration in making the award.
  - 10. Section 2-578, item 10, allows up to a ten (10) percent differential in favor of resident Bidders for all purchases and contracts except construction and/or capital improvements. Any city-based bidder, which has submitted a bid, shall be awarded the bid provided that such city-based bidder agrees to accept the award of the bid at the amount of the low bid. In a situation where no city-based bidder submits a bid or where a city-based bidder does not come within the ten (10) percent or chooses not to meet the lowest bid however, there are bids submitted by companies based in Connecticut and other companies based outside Connecticut, in that event the Purchasing Agent shall allow a five (5) per cent differential in favor of the Connecticut based bidder. If more than one Connecticut based bidder submits a bid of not more than five (5) percent higher than the low bid and has agreed to accept the award of the bid at the amount of the low bid, the bidder who has submitted the lower/lowest bid shall be awarded the bid. A "Connecticut based bidder" shall mean a business with a legal principle place of business located within the State of Connecticut. A business shall not be considered a Connecticut based bidder unless evidence satisfactory to the purchasing agent has been submitted with the bid documents has a bona fide principle place of business within the State of Connecticut. For construction projects or capital improvements the lowest bidder shall be determined in the following order unless otherwise prohibited by applicable state and federal legislation. (1) For construction projects or capital improvements involving a total contract price of one million dollars (\$1,000,000.) or less any city-based bidder that submitted a low bid not more than eight (8) percent higher than the lowest bid, provided such city-based bidder agrees to accept the award of the bid at the lowest bid amount. (2) For construction projects and capital improvements of involving a total contract price of more than one million dollars (\$1,000,000.) but less than five million dollars (\$5,000,000.) any city-based bidder that submitted a low bid not more than four (4) percent higher than the lowest bidder, provided such city-based bidder agrees to accept the award of the bid at the lowest bid amount. For construction projects and capital improvements involving a total contract price of over five million dollars (\$5,000,000.) any city-based bidder that submitted a low bid not more than two (2) percent higher than the lowest bid, provided such city-based bidder agrees to accept the award of the bid at the lowest bid amount.**
  11. The City reserves the right to award by item, groups of items or total bid; to divide the award; to reject any and all bids, in whole or in part, and to waive any informality or technical defects if, in its judgment, the best interests of the City will be served.
  12. Cash discounts may be offered by bidder for prompt payment of bills, but such discount will not be taken into consideration in determining the low Bidder but will be taken into consideration in awarding tie bids. The discount period will be computed from the date delivery is accepted at destination or from date correct invoice is received by the consignee, whichever is the later date.
  13. Acceptance of a bid by the City is not an order to ship or a commitment to purchase the goods or services from the bidder.

14. Each bid is received with the understanding that the acceptance in writing by the City of the offer to furnish any or all of the commodities and/or services described therein shall constitute a contract between the Bidder and the City, which shall bind the Bidder on his part to furnish and deliver the articles quoted at the prices stated and in accordance with the conditions of said accepted bid.
15. Any equipment delivered must be standard new equipment, latest model, except as otherwise specifically stated in bid. Where part or nominal appurtenances of equipment are not described, it shall be understood that all the equipment and appurtenances which are usually provided in the manufacturer's stock model shall be furnished.
16. In event of default by the Bidder, the City reserves the right to procure the commodities and/or services from other sources and hold the Bidder liable for any excess cost occasioned thereby. If, however, public necessity requires use of materials or supplies not conforming to the specifications, they may be accepted and payment therefor shall be made at a proper reduction in price.
17. Where a bid bond is required, such bond must accompany the bid; it must be executed by a surety company licensed to do business in the State of Connecticut; or it may be in the form of a cashier's or certified check made out to the "Treasurer, City of New Britain". Said bond or check in the amount of Ten Percent (10%) of the total bid amount shall be given as security that, if the bid is accepted, a contract will be entered into and the performance guarantee properly secured.
18. The bid bond, cashier's or certified check shall be forfeited and the principal amount of said bid bond shall be paid to the City or said check shall be surrendered to the City as the agreed amount of liquidated damages in case of failure of Bidder to enter into contract as above described. The bid bond or check will be released or returned to the Bidder in case his bid is rejected. Bid bonds or checks from the three lowest bidders will be held for a period of 60 days after the bids are opened.
19. All contracts for goods or services where the contract price is more than \$50,000.00 will require a performance bond that must be executed by a surety company licensed to do business in the State of Connecticut in accordance with and pursuant to Section 2-702 inclusive of the Purchasing Ordinances of the City.
20. The Bidder guarantees to save the City, its agents or employees, harmless from liability of any nature or kind, for use of any copyrighted or uncopyrighted compositions, secret process, patented or unpatented invention, articles or appliances furnished or used in the performance of the contract, or which the Bidder is not the patentee, assignee or licensee.
21. The Bidder, where applicable, agrees to pay its labor force Prevailing Wage Rates and to comply to all Laws, Regulations and Ordinances regarding these wage rates and the recording of them set forth by the Connecticut Department of Labor and the City of New Britain Connecticut.

**The City of New Britain, through its Purchasing Agent, is seeking competitive bids for the following commodity:**

## **Recycle Carts**

Specifications for the product required follow. The Purchasing Agent reserves the right to divide the award and the right to reject any and all bids, in whole or in part, as best serves the interests of the City of New Britain. *SEALED BIDS ARE TO BE SUBMITTED BY THE DATE AND TIME SPECIFIED ON THE COVER SHEET TO: CITY OF NEW BRITAIN PURCHASING DEPT., ROOM 401, 27 WEST MAIN ST., NEW BRITAIN, CT 06051. BID ENVELOPE IS TO BE CLEARLY MARKED ON THE OUTSIDE WITH BID NUMBER AND NAME. **SUBMIT BIDS IN DUPLICATE**.*

### **NOTICE TO BIDDERS:**

1. All delivery and any incidental charges must be included in the pricing. Delivery point is, 55 Harvard Street, City Yard, New Britain, CT. Stated quantities are estimates only; no guarantee is given, express or implied, as to actual quantities to be ordered.
2. The City of New Britain is exempt from the payment of taxes imposed by the federal government and/or the State of Connecticut; such taxes shall not be included in the bid prices.
3. Exceptions to specifications must be clearly stated on a separate piece of paper.
4. Manufacturer must be clearly stated.
5. Questions regarding the Purchasing process may be directed to Jack Pieper, Purchasing Agent, (860) 826-3402.
6. Vendor insurance requirements are as follows:  
Vendor shall agree to maintain in force at all times during which services are to be performed the following coverages placed with company(ies) licensed by the State of Connecticut which have at least an "A-" VIII policyholders rating according to Best Publication's latest edition Key Rating Guide.

		(Minimum Limits)
General Liability*	Each Occurrence	\$1,000,000
	General Aggregate	\$2,000,000
	Products/Completed Operations	\$2,000,000
	Aggregate	
Auto Liability*	Combined Single Limit	
	Each Accident	\$1,000,000
Umbrella* (Excess Liability)	Each Occurrence	\$1,000,000
	Aggregate	\$1,000,000
Professional Liability	Each Occurrence	\$1,000,000
	Aggregate	\$ 1,000,000

\* "The City of New Britain and Consolidated School District" shall be named as "Additional Insured". Coverage is to be provided on a primary, noncontributory basis.

If any policy is written on a "Claims Made" basis, the policy must be continually renewed for a minimum of two (2) years from the completion date of this contract. If the policy is replaced and/or the retroactive date is changed, then the expiring policy must be endorsed to extend the reporting period for claims for the policy in effect during the contract for two (2) years from the completion date.

Workers' Compensation and WC Statutory Limits

Employers' Liability	EL Each Accident	\$100,000
	EL Disease Each Employee	\$100,000
	EL Disease Policy Limit	\$500,000

Original, completed Certificates of Insurance must be presented to the Acting Purchasing Agent prior to purchase order/contract issuance. Vendor agrees to provide replacement/renewal certificates at least 60 days prior to the expiration of the policy. Should any of the above described policies be cancelled before the expiration date, written notice must be made to the City 30 days prior to cancellation.

Purchaser shall agree to submit proof of the following coverages placed with company(ies) licensed by the State of Connecticut which have at least an "A-" VIII policyholders' rating according to Best Publication's latest edition Key Rating Guide.

7. **HOLD HARMLESS AGREEMENT:** The Contractor, its agents and assigns shall indemnify and hold harmless the City of New Britain, including but not limited to, its elected officials, its officers, and agents, ("the City") from any and all claims made against the City, including but not limited to, damages, awards, costs and reasonable attorneys fees, to the extent any such claim directly and proximately results from the wrongful willful or negligent performance of services by the Contractor during the Contractor's performance of this Agreement or any other Agreements of the Contractor entered into by reason thereof. The City agrees to give the Consultant prompt notice of any such claim and absent a conflict of interest, an opportunity to control the defense thereof.

8. The City may consider as irregular any bid on which there is an alteration of or departure from the Bid Forms hereto attached and at its option may reject the same. The City reserves the right to reject any Bid submitted that is not in full compliance with these Instructions to Bidders as being not responsive. The City also reserves the right to reject the Bid of any Bidder it considers not responsible.

9. The City may make such investigations as it deems necessary to determine the ability of the bidder to perform the work, and the Bidder shall furnish to the City all such information and data for this purpose as the City may request. The City reserves the right to reject any and all bids if evidence submitted by or investigation of such Bidder fails to satisfy the City that such Bidder is properly qualified to carry out the obligations of the Contract and to complete the work or delivery the items contemplated therein.

10. The City shall not be held responsible for any misspellings, typographical errors, omission or conflicting information within the bid documents. If the Bidder finds any within the bid documents, the Bidder should contact the Purchasing Agent requesting clarification.

## SPECIFICATIONS:

### I. MODIFICATIONS TO GENERAL TERMS AND CONDITIONS

#### INTENT

It is the intent of the City of New Britain to purchase approximately 21,000, American made, automated recycling carts of various sizes for the purpose of transitioning to automated single stream recycling collection. The majority of these carts will be of the 95 gallon size. The aforementioned amount is an estimate; exact quantities may vary by up to or even more than 1,000. Recycling carts purchased from this bid shall meet all applicable specifications listed herein or approved variations unless decided otherwise by the city.

The recycling carts being purchased which must be American made with this bid are for the implementation of an Automated Curb-side Single Stream Recycling Program, and it has been publicly committed that this program will be in place by the end of October, 2010.

A portion of the cost (approximately \$650,000) of the purchase of the recycling carts in this bid is being funded by an Energy Efficiency Community Block Grant awarded to the City of New Britain from the U.S. Department of Energy. In accordance with this the award of this contract must meet the terms and conditions of this grant.

#### INQUIRIES

Any questions regarding this bid shall be addressed to Mark E. Moriarty P.E., Director of Public Works or Joyce Zukowski, Public Works Administrative Services Officer, New Britain City Hall, 27 West Main Street, New Britain, CT 06051, telephone (860) 826-3350.

#### TAXES/PRICES

The Municipalities are exempt from the payment of any sales, excise or federal transportation taxes. The prices bid, therefore, must be exclusive of taxes and will be so construed. Note: The City of New Britain strictly prohibits the unilateral imposition of additional surcharges (fuel, delivery, etc.) at any point during the contract period. **Quoted prices in this bid shall remain fixed throughout the entire contract period and shall be construed as all inclusive.**

### II. CART TECHNICAL SPECIFICATIONS

#### GENERAL

The roll-off carts for this bid shall be two wheeled collection carts designed to contain MSW and/or typical recyclable materials, and shall meet all safety requirements as set forth in ANSI Waste Container Safety Requirements. Carts shall consist of a body, lid, wheels, axle, and shall be designed to be picked up and dumped by a semi-automated or fully automated lifting device.

All carts shall be complete as per bid specifications including town seals, logos, serial numbers, in-mold labels and RFID tags. The container body and lid shall be fabricated by either a rotationally molded or an injection molded process, and the carts shall be provided with adequate wheels and handle so they may be pushed or pulled with ease.

The container shall be designed so it may be lifted by a side or rear loading automated recycling packer and its contents emptied into said vehicle. The container shall also be designed to be stable and self-balancing in the upright position, and be able to withstand by winds up to 35 mph (when empty) without overturning when the lid is thrown fully open. Both the cart's interior shall be smooth surface free from obstructions, and the cart shall be abrasion resistant at all critical points.

#### CART REQUIREMENTS

##### ANSI Conformance

- CARTS proposed herein must meet the requirements of ANSI Z245.30 and ANSI Z245.60 standards for "Type B/G" CARTS.
- The bidder must submit independently certified copies of all ANSI test results with proposal. Test results must state load (in pounds) under which tests were conducted. The ANSI Appendix D test for "Loading and Unloading Test for Carts" must clearly state that the required 520 dump cycles under the cart's full rated load were performed on both a Semi-Automated Cart Lifter and a Fully Automated Grabber Arm.

Yes\_\_\_\_\_ No\_\_\_\_\_

Notes:\_\_\_\_\_

CITY OF NEW BRITAIN  
PUBLIC BID NO. 3552

**Approximate Dimensions:**

- 64/65 gallon: 32" x 24" x 42", List Actual Dimensions: \_\_\_\_\_
- 95/96 gallon: 35" x 28" x 45", List Actual Dimensions: \_\_\_\_\_

**Materials:**

- The body and lid shall be composed of a high density polyethylene resin and shall be formed using only first quality high density polyethylene from a nationally recognized brand supplier, i.e. Exxon, Phillips Petroleum, etc.  
Yes \_\_\_\_\_ No \_\_\_\_\_
- Polyethylene resin shall be one hundred percent (100%) virgin material and cannot include any recycled, regenerated, off specification or wide-specification materials. Non-recyclable material such as cross-linked polyethylene will not be accepted.  
Yes \_\_\_\_\_ No \_\_\_\_\_

**Temp. Range:**

- -40 degrees (F) to 130 degrees (f). Include independent laboratory freezer drop test results.  
Yes \_\_\_\_\_ No \_\_\_\_\_

**Cart Capacity:**

- 64/65 gallon, approximately 225 lb. load  
Yes \_\_\_\_\_ No \_\_\_\_\_
- 95/96 gallon, approximately 325 lb. load  
Yes \_\_\_\_\_ No \_\_\_\_\_

**Wall:**

- Minimum thickness for walls: 175 mils  
Yes \_\_\_\_\_ No \_\_\_\_\_
- Minimum thickness for critical wear points (bottom, handle, left mechanism): 185 mils  
Yes \_\_\_\_\_ No \_\_\_\_\_

**Lids:**

- The lid must be of one piece construction and injection or rotationally molded from the same material as the container body.
- The lid shall be the same color as the container.
- The lid shall be domed to insure water run-off.
- The lid must be permanently attached to the body with hinge points which shall be constructed from the same material as the lid and body of container.
- Minimum thickness of the lid material shall be .120" inch.
- Lids must ship attached from the point of manufacture.
- The lid shall be held closed by its own weight. Lid latches will not be accepted.
- The lid must incorporate a molded handle that spans the entire front of lid, so lid may be opened without coming in contact with the bottom edge of the lid.
- The manufacturer may not attach lids to CARTS using metal hinges, brackets/bolts and/or screws, metal bars, PVC, plastic glued connections, or any hidden bars.
- Lid attachments must be constructed of weather resistant plastic only.
- Attachments must be easily installed during cart assembly and uninstalled during cart disassembly.
- Lid must be capable of being imprinted with a custom hot stamp, heat transferred label, or in-mold label technology.

Yes \_\_\_\_\_ No \_\_\_\_\_

Notes: \_\_\_\_\_

CITY OF NEW BRITAIN  
PUBLIC BID NO. 3552

**Handles:**

- Push, pull handles shall be molded as a part of the body and shall span the entire back of the container.
- Each container must be equipped with a handle that is a minimum of 1" diameter.
- The handle and handle mounts must be an integrally molded part of the container body.
- Handles that are molded as part of the lid are unacceptable.
- Bolted-on handle mounts or bolted-on handles are unacceptable.

Yes\_\_\_\_\_ No\_\_\_\_\_

Notes:\_\_\_\_\_

**Wheels and Axles:**

- Wheels will be a minimum of 10" in diameter and 1.75" wide with knobby treads.
- Wheels shall be either rubberized injection molded rim or extra high molecular weight polyethylene
- Wheels shall be capable of supporting a minimum of 200 lbs.
- Wheels shall attach securely to the axle by means of self locking hubs that snap on to corresponding grooves on the axle. Wheel assemblies using speed nuts and or cotter pins will not be accepted.
- The axle must be at least 3/4" in diameter, of high strength steel construction, plated to protect against corrosion and must be mounted in the cart body through axle holes molded into the container body.
- Axles attached by means of bolts or rivets are unacceptable.
- Wheel spacers shall be an integrally molded-on part of each hub.
- There shall be a molded recess point where the foot may be placed on the axle to provide leverage for maneuvering heavy loads.

Yes\_\_\_\_\_ No\_\_\_\_\_

Notes:\_\_\_\_\_

**Reinforced Rim:**

- Should have rim reinforcements on the four corners and on long sides. This reinforced rim shall have a raised inner perimeter to serve as a barrier to escaping odors, intrusion of pests, and to prevent moisture from entering the cart from under the edge of the lid.

Yes\_\_\_\_\_ No\_\_\_\_\_

**Lifting Section:**

- The container lifting section shall be permanently molded into the container by the manufacturer.
- Each container shall be equipped with attachment points, which make it compatible with standard American semi-automated bar-locking lifters and fully-automated arm lifters.
- The upper lift point must be integrally molded into the body of the container with no less than (7) seven support ribs under the lifting pocket for 95 and 65 gallon containers.
- The lower lift bar must be designed to withstand over ten (10) years of lifter attachment. 1" diameter galvanized free floating steel bar or integrally molded plastic catch bars are preferred, but other lift bars may be accepted if proven to provide adequate strength and durability.
- The lower bar cannot be attached by means of screws, bolts, fasteners, etc. Containers with bolted-on lower bars are NOT acceptable.

Yes\_\_\_\_\_ No\_\_\_\_\_

Notes:\_\_\_\_\_

**Color:**

- Color options must be included with your bid response. CARTS must be a distinctive color impregnated into the plastic. Painted universal carts are unacceptable. New Britain and the chosen vendor will mutually determine color(s).

Yes\_\_\_\_\_ No\_\_\_\_\_



CITY OF NEW BRITAIN  
PUBLIC BID NO. 3552

**Container Body Markings**

- Both sides of container shall be hot stamped with the white city seal (8”).
- The serial number and RFID tags shall be located on the container in an area that can easily be read by an electronic scanner and will not be damaged by automated pick up arms.
- The nine digit serial number of the container shall be hot stamped in 1” white numbers in a sequence that follows:
  - 1st two digits - Year of manufacturing followed by the container size followed by a space
  - Last seven digits – sequential serial number beginning with 0000001
  - Example: 10 0000001

Yes\_\_\_\_\_ No\_\_\_\_\_

Notes:\_\_\_\_\_

**In-Mold Label:**

- In-Mold Label for carts shall be included in the per cart price. This price shall include contractor’s costs for label design, layout, proofing, color printing, ultra violet ray protection, multi-language translations, placement on the lid of the container, and original container order quantity.
- In-Mold Label shall be permanently molded into the container lid. It should not wear or peel from normal uses. It shall have ultra-violet and other protection from the effects of the sun.
- The In-Mold Label shall be 4-color and contain images and language representing recycling commodities deemed acceptable for this program. All proofs for the label shall be submitted to the City of New Britain for approval as part of the price.
- The size of the label for the 95-gallon and 65-gallon lid shall be at a minimum 8 inches by 12 inches.
- The lid shall also be hot stamped in white (2 arrows) with the words “ARROWS TOWARD STREET” to ensure proper placement at curbside.

Yes\_\_\_\_\_ No\_\_\_\_\_

Notes:\_\_\_\_\_

**RFID:**

- Integration 64/65 gallon and 95/96 gallon roll-out carts shall contain a high or ultra-high frequency RFID tag integrated into the cart. RFID chips shall contain a unique identification number.
- Each container must be equipped with an Ultra High Frequency RFID tags that is installed into the cart body (with no exposure to the outside elements) along with an 8-9 digit Serial Number and associated Bar Code that is branded on the front of each container.
- Adhesive or Sticker RFID tags and Bar Codes will not be acceptable.
- To avoid interference with the containers contents / materials, RFID tags placed inside of the container are unacceptable.
- The RFID tag shall be fully compatible with the Intermec IF61 RFID Smart Reader or an approved equal.
- An association between each container’s RFID Tag, Serial Number and Bar Code must be recorded at the manufacturing facility. It is the manufacturer’s responsibility to provide and maintain a data base for the City of New Britain that includes the association information. The data base must include each container RFID Tag, Serial Number, Date of Manufacture, Location of Manufacture, Cart size and Cart Type.
- Each RFID Inlay must be custom programmed using a hexi-decimal programming format (or approved equal) at the manufacturing facility and must include the information specified above and the container serial number in the tag value. The tags must also be tested to insure that each tag is programmed properly and the bar code is readable before a cart leaves the manufacturing facility.

Yes\_\_\_\_\_ No\_\_\_\_\_

Notes:\_\_\_\_\_

**Cart Storage:**

- With the exception of wheels and axles, all carts must be nestable/stackable when fully assembled.
- Yes\_\_\_\_\_ No\_\_\_\_\_

Notes:\_\_\_\_\_

CITY OF NEW BRITAIN  
PUBLIC BID NO. 3552

**Cart Warranty:**

- The bidder must submit with its proposal a warranty specimen of the exact warranty offered for the roll-out carts. The warranty must have a minimum ten (10) year warranty, which includes lids, axles, wheels, and all component parts.
- The warranty must specifically provide for no-charge replacement of any component parts that fail in materials of workmanship for a period of ten (10) years after installation. Contractor must accept any and all defective CARTS returned under warranty and pay for all freight and delivery costs.
- The Bidder's warranty is understood to include, whether stated in Bidder's warranty or not, the following coverage:
  - Failure of the lid to prevent rainwater from entering the container when in the closed position.
  - Damage to the container body, lid or any component parts through opening or closing the lid.
  - Failure of the lower lift bar from damage during interface with standard ANSI approved lifting devices.
  - Failure of the wheels to provide continuous easy mobility as originally designed.
  - Damage or cracking of the container body through normal operating conditions.
  - The container lids, wheels, axles and all necessary hardware must be covered by a ten (10) year warranty. Any component part which fails in material or workmanship to perform as originally designed, shall be replaced at no charge to the city, shipping included.
  - Damage to the container body, the lid, or any component parts through opening or closing the lid.
  - Failure of the lid hinge to remain fully functional and continuously hold lid in the originally designed and intended position when either open or closed.
  - Failure of any metal components to remain free of excessive red rust and corrosion, to be determined by City.
  - Failure of any plastic component to be resistant to damage in the event of contact with any common household residential product/chemicals other than those listed by the contractor.
  - Failure of any portion of the bottom of the container body to remain impervious to wear-through despite repeated contact with abrasive surfaces. If at any time during the ten year warranty period any container bottom becomes worn thru or fractures due to normal wear and tear, or develops holes so that it leaks when filled with water, such container body shall be replaced in its entirety and without charge under the warranty.
  - Failure of the container body, lid, hardware or any component parts to maintain their original shape.
  - Failure of the wheels to provide continuous, easy mobility as originally designed or intended.
  - Failure of mechanism holding wheels on axles.
  - Failure of any container, container body, lid, wheels, or other component part to conform to minimum standards specified herein.

Yes\_\_\_\_\_ No\_\_\_\_\_

Notes:\_\_\_\_\_

**Ease of Assembly and Disassembly:**

- The bidder must supply a container assembly instruction sheet with their response. The instruction sheet should include a list of container parts and a list of tools needed for assembly.

Yes\_\_\_\_\_ No\_\_\_\_\_

**Samples:**

- The successful contractor shall provide the City of New Britain twelve sample recycling carts (8-95 gal. & 4-65 gal.) within three weeks of the issuance of a purchase order to the successful bidder for the City's usage for the public education component of implementing the automated Single Stream Recycling Program.

Yes\_\_\_\_\_ No\_\_\_\_\_

CITY OF NEW BRITAIN  
PUBLIC BID NO. 3552

**Additional Parts:**

- Bidders shall provide the total count of individual parts that combine to make up the cart being offered in this proposal (including every individual molded part, wheel, spacer, bolt washer, etc). Total # of individual parts in each cart \_\_\_\_\_  
Yes \_\_\_\_\_ No \_\_\_\_\_
- Bidders shall attach a list identifying each of the parts used in the cart, show total quantities of each of the individual parts, and provide a list confirming replacement parts pricing for each part. Replacement part prices are to be firm for a 5-Year period following the bid award date. This price shall be all inclusive, and no additional costs for shipping and/or handling shall be borne by the city.  
Yes \_\_\_\_\_ No \_\_\_\_\_
- The Base Bid pricing shall include the successful contractor supplying the City of New Britain complete sets of replacement parts for fifty (50) 95/96 gallon recycling carts and twenty five (25) 64/65 gallon recycling carts.  
Yes \_\_\_\_\_ No \_\_\_\_\_

**III. CART DELIVERY, ASSEMBLY AND DISTRIBUTION**

**GENERAL**

The Contractor shall be responsible for coordinating the delivery of carts from the manufacturing plant, unloading loads of carts, assembling necessary parts, and distributing the carts to homes throughout the City of New Britain. The per unit cost for 64/65 and 95/96 gallon roll-out carts shall include the pricing for delivery, assembly and distribution for 64/65 gallon and 95/96 gallon rollout carts. Any and all shipping and handling costs shall be included in the bid price.

The Contractor shall provide a qualified assembly and distribution staff. In addition to a Project Manager, the Contractor shall provide supervisor level full-time employees of the company to work directly with the City staff to solve any problems resulting from distribution services while that service is being provided.

**DELIVERY**

Contractors shall assume that delivery shall be made to the New Britain Public Works Yard located at 55 Harvard Street New Britain, CT 06051, and that this location shall also serve as the base for cart assembly and distribution. Delivery of total quantity ordered shall be made to the New Britain Public Works Yard within 60 calendar days from receipt of purchase order. Contractor will be fined \$500.00 per calendar day for failure to meet the 60 day requirement. If contractors wish to use additional locations for cart delivery, assembly and distribution they shall do so at no additional cost to the city, and must do so with the city's approval.

The Contractor shall unload all delivery trailers within 12 hours of delivery and unload them in a manner not to create unnecessary noise. Any damage to the carts or bins during any phase of the delivery, unloading, assembly, distribution, or exchanging shall be the responsibility of the contractor to replace in kind.

Yes \_\_\_\_\_ No \_\_\_\_\_

Notes: \_\_\_\_\_

**ASSEMBLY**

Bidder shall supply all necessary labor for final assembly upon delivery. To minimize the cost of assembly and distribution, the carts shall be supplied from the factory with handles and lids completely assembled. Upon delivery, only the axles, wheels and front catch bar will require assembly.

Yes \_\_\_\_\_ No \_\_\_\_\_

Notes: \_\_\_\_\_

CITY OF NEW BRITAIN  
PUBLIC BID NO. 3552

**DISTRIBUTION**

All recycling bins shall be delivered to the residential properties (up to 6-family) and other various locations specified by the city within 30 days for 64/65 and 95/96 gallon roll-out carts after they have been delivered to the Public Works Yard. Contractor will be fined \$500.00 per calendar day for the failure to meet the 30 day requirement.

The Contractor will be required to attach any literature to the carts required by New Britain. The literature will be provided to the Contractor enclosed in a 21" plastic newspaper bag at least one week prior to the program start up.

The Contractor will record the container serial number and RFID tag with a hand held scanner for each and every address where a container is delivered. The Contractor will then be required to upload all data collected in a contractor-provided web based tracking system. In addition, similar data shall be kept with resolution codes for those addresses that may have been excluded from the original delivery list. These resolution codes would include, but are not limited to vacant property, burned out structure, uninhabitable home, vacant lot, etc. The City will have the ability to customize resolution codes based on its particular needs prior to the commencement of delivery. The cumulative delivery report must be kept in an electronic file of the address assignments for each container by serial and RFID tag number the report must then be presented to New Britain in an acceptable electronic format within two weeks of the completion of cart distribution.

The bid pricing shall include providing the city with two hand held scanner units for their use in tracking carts once they have been distributed curb-side. The handheld scanners shall be able to track a cart based on its serial number and delivery address from anywhere within the city limits.

Yes\_\_\_\_\_ No\_\_\_\_\_

Notes:\_\_\_\_\_

All Contractor employees shall be dressed in an appropriate manner with shirts that identify the Contractor. Appropriate safety gear such as reflective clothing shall be worn at all times by the distribution staff. The City of New Britain may require the Contractor to remove an unacceptable employee from these services who is wanton, negligent, or discourteous in performance of duties as outlined in the contract. All Contractor personnel shall be courteous with the public and the City personnel at all times. Contractor employees shall answer questions from the public, but direct them to the City staff for details.

The Contractor shall immediately pick-up and/or clean-up any materials dropped on the roadway or parking lot while in the process of assembly or distribution.

All vehicles used by the Contractor in the distribution of carts shall be kept clean and presentable.

All distribution services shall start no earlier than dawn (approximately 7 am) and end no later than dusk (approximately 8 pm) Monday through Saturday. No distribution or exchange services shall take place outside of those times unless approved by the city. The contractor shall be responsible for making sure the gates are locked at the Public Works Yard at times beyond normal business hours (7 a.m. to 3 p.m.) when Public Works employees are not at work, and the contractor shall assume that they will have no access inside the buildings beyond normal business hours.

In total the distribution of all carts shall take no more than 90 days for the successful contractor from the date a bid is awarded.

Yes\_\_\_\_\_ No\_\_\_\_\_

Notes:\_\_\_\_\_

**STORAGE**

The contractor's price shall also include the cost of moving extra carts not involved in the distribution to the storage location at the Public Works Yard. These carts shall be neatly stored and stacked at the location designated by Public Works personnel.

#### IV. CART TRACKING, RECYCLING PARTICIPATION AND DATA REPORTING (INCLUDED AS BID ALTERNATE No. 1)

##### GENERAL

It's is the city's intent to have a web-based tracking system that will be used to primarily to track recycling carts and recycling participation by the properties involved in the city's curb-side recycling program. While this service can be bid as a stand alone service preference will be given to contractors that can provide this service in-house. All recycling cart bidders must include bids for this bid alternate. Pricing for this item shall be based on a 3-year term and bid as a lump sum payment item. The 3-year term shall begin once the system is operational. The system is required to be in place within 90 calendar days of the actual start date of the City's Single Stream recycling program. Contractor will be fined \$100.00 per calendar day for the failure to meet this requirement. The City will maintain the option of extending this bid up to an additional three years beyond the original three year term. If a contract extension is pursued this fee would be negotiated.

- **Web Based Asset Tracking Software:** The software must be web based and customized for the City of New Britain. Access to this software must be 24/7/365. The only elements required for this software is a web browser and live internet access. There must be customizable tiered levels of security access.
- **Data Management:** Software must manage the initial container delivery, any work orders generated and/or completed, weekly recycling participation, and any additional information changes made during the course of the program. The data will be monitored daily to ensure accuracy and consistency in reporting.
- **Custom Reports:** Software must have the ability to generate reports daily, weekly, or monthly based on container activity, such as inventory reports, maintenance reports, recycling participation reports, and any others requested by the City. Reports should be able to be viewed in PDF format or downloadable in an Excel format.
- **Hand Held Scanner Integration:** The asset tracking software must include handheld scanners (for City use) that run the software in order to manage cart inventories, repairs, deliveries, pickups, size swaps, and other service requests in the field. These handhelds would sync with the software in order to maintain an accurate inventory/account database that will be integrated with the Collection Data Tracking Systems.
- **Online Web Reports:** The asset tracking software must have the ability to enter work orders, close out work orders, run work order reports, run inventory reports, access and enter data, adjust inventory, and run collection tracking reports.
- **City Recycling Contractor Vehicle Retrofits:** Included in the Lump Sum cost for this item shall be the necessary coordination with the city's recycling contractor, and the labor associated with the initial retrofitting of the city's recycling contractor's vehicles (assume 3 vehicles involved) with the equipment needed to implement the software tracking system. Routine on-going maintenance and repairs of the equipment shall also be included in this lump sum payment items.

#### V. EXPERIENCE AND REFERENCES

The bidder must have at least (10) ten years of experience in the USA of continuous production/manufacturing of injection or rotationally molded containers for use in automated and semi-automated collection systems.

Bidder must submit with its bid a reference list of municipalities currently using the bidder's products. The list must include at least (10) municipalities who currently have at least 20,000 carts in service. Include the name of the municipality, year of installation, contact person, phone number, and quantity for each reference. Failure to include these references may result in bid disqualification.

Yes\_\_\_\_\_ No\_\_\_\_\_

Notes:\_\_\_\_\_

CITY OF NEW BRITAIN  
PUBLIC BID NO. 3552

**VI. CONTRACT AWARD**

It is City's intent to award this contract to the company that most closely meets the bid specifications contained here-in for the lowest overall cost, the City maintains discretion to award this contract to the company that they believe provides the best value which may not necessarily equate to the lowest per unit cost for each cart. During the evaluation process of the bids, the City at its discretion, reserves the right, where it may serve the City's best interest, to request additional information, specifications, clarifications or that an oral presentation be made regarding the type of Recycling Cart that the bid was submitted for by the Bidders.

**Base Bid** - Automated Recycling Carts

94/95 Gallon \$\_\_\_\_\_ each

64/65 Gallon \$\_\_\_\_\_ each

**Bid Alternate No. 1** - Cart Tracking, Recycling Participation and Data Reporting

\$\_\_\_\_\_ Lump Sum Cost (Based on 3-year term)

# NON COLLUSIVE AFFIDAVIT OF BIDDERS

## **BID# 3552- Recycle Carts**

State of ( \_\_\_\_\_ );

County of ( \_\_\_\_\_ ).

I state that I am the \_\_\_\_\_ of \_\_\_\_\_  
(title) (name of firm)

and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this Bid.

I certify that:

- (1) The price and amount on this Bid has been arrived at independently and without consultation, communication, or agreement with any other bidder.
- (2) Neither the price(s) nor the amount of this Bid and approximate price(s) nor approximate amount of this Bid has been disclosed to any other firm or person who is a Bidder and that no disclosure of these items will be made prior to the Bid opening.
- (3) No attempt has been or will be made to induce any firm or person to refrain from proposing on this Bid, or to submit a Bid higher than this Bid, or to submit any intentionally higher or non competitive Bid.
- (4) Neither the said Bidder nor any of its officers, partners, owners, representatives, employees or parties in interest, including this affidavit, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or to refrain from Bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the Bid price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of New Britain, owner, or any person interested in the proposed Contract.
- (5) The Bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other non competitive proposal.

(6) I state that \_\_\_\_\_ understands and acknowledges that all  
(name of my firm)  
representations of this affidavit are material and important, and will be relied on by the City of New Britain in awarding a contract for which this is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from the City of New Britain of the true facts relating to the submission of Bids for this contract. That the City of New Britain also reserves the right to reject our Bid if failure to complete this document, have it notarized and submitted with our Bid documents.

The undersigned Bidder further certifies that this statement is executed for the purpose of including the City of New Britain to consider the Bid and make an award in accordance therewith.

Subscribe and Sworn to me this

\_\_\_\_\_ day of \_\_\_\_\_,  
2010

\_\_\_\_\_  
Legal Name of Bidder

\_\_\_\_\_  
Business Address

\_\_\_\_\_  
Signature and Title of Person

Notary Public  
My Commission Expires

\_\_\_\_\_  
Date

NOTICE TO PROSPECTIVE BIDDERS  
CERTIFICATION REQUIRED

The City of New Britain Code of Ordinances, Sec. 2-575, reads as follows:

Sec. 2-575. Rejection of bid where bidder is in default to City.

The agent shall not accept the bid of a contractor, who is in default on the payment of taxes, licenses or other monies due the city.

The agent shall include in the bid document a form to be executed by a bidder, certifying that said bidder is not in default on the payment of taxes, licenses or other monies due the city.

As used in this section, (1) a "principal" of a contractor shall mean an individual who is a director, an officer, an owner, a limited partner or a general partner; and (2) "default in the payment of taxes" shall mean the failure to pay taxes by the date such taxes are due and payable or the failure to be current with respect to a delinquent taxes payment schedule as set forth in a written agreement with the Tax Collector.

In accordance with this provision, prospective vendors make the following certification:

The principals, as defined above, of the entity submitting responses to Public Bid No. 3552 are: (Please type or print clearly and use additional pages if necessary).

1. Name: \_\_\_\_\_

Local Residence Address (if any) \_\_\_\_\_

Local Mailing Address (if any) \_\_\_\_\_

If a principal, as defined above, is in any local entity other than the entity submitting a response to this Public Bid listed above, state the entity or entity's name(s) and address(es):

Entity's Name \_\_\_\_\_

Local Mailing Address (if any) \_\_\_\_\_



NOTICE TO PROSPECTIVE BIDDERS  
CERTIFICATION REQUIRED

2. Name: \_\_\_\_\_

Local Residence Address (if any) \_\_\_\_\_

Local Mailing Address (if any) \_\_\_\_\_

If a principal, as described above, is in any local entity other than the entity submitting a response to this Public Bid No. listed above, state the entity or entity's names(s) and address(es):

Entity's Name \_\_\_\_\_

Local Mailing Address (if any) \_\_\_\_\_

3. Name: \_\_\_\_\_

Local Residence Address (if any) \_\_\_\_\_

Local Mailing Address (if any) \_\_\_\_\_

If a principal, as defined above, is in any local entity other than the entity submitting a response to this Public Bid No. listed above, state the entity or entity's name(s) and address(es):

Entity's Name \_\_\_\_\_

Local Mailing Address (if any) \_\_\_\_\_

Signature of Principal and their Title of the Entity Submitting this Bid hereby indicates by signing this Notice to Prospective Bidder that the Entity or its Principles as listed herein are not in default on the payment of taxes, licenses, or other monies due to the City of New Britain as of the date of this bid solicitation.

\_\_\_\_\_ Date: \_\_\_\_\_

Review by Tax Collector: (To be completed by the City of New Britain's Tax Collector only if the Bidder is awarded the contract as the result of this Public Bid)

By: \_\_\_\_\_ Date: \_\_\_\_\_



**City of New Britain**  
New Britain, Connecticut 06051

*"New Britain:  
A City for  
All People"*

---

27 WEST MAIN ST., NEW BRITAIN, CT 06051

PHONE: (860) 826-3434

FAX: (860) 612-4204

E-MAIL: [jpieper@ch.ci.new-britain.ct.us](mailto:jpieper@ch.ci.new-britain.ct.us)

Date: \_\_\_\_\_, 2010

Subject: Recycle Carts, Public Bid No. 3552

To Whom It May Concern:

Specifications for subject bid solicitation are enclosed for your review and response.

If you do not submit a bid, we request that you complete the bottom portion of this letter and return to the writer's attention. This shall assist the City of New Britain in maintaining accurate bidders' lists.

Your cooperation is greatly appreciated.

Very truly yours,

Jack Pieper  
Purchasing Agent

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

We are not responding to subject bid solicitation for the following reason:

- ☐ Our company does not sell the requested product.
- ☐ Our company does not provide the requested service.
- ☐ Our schedule will not allow us to provide the requested service at this time.
- ☐ Other (please explain): \_\_\_\_\_  
\_\_\_\_\_